

**Arizona Department of Juvenile Corrections
Operating Policies and Procedures Manual
Medical Health Services**

PROCEDURE NO. 3000.22	REF. POLICY NO. 3000	EFFECTIVE: 03/18/04 PRIOR ISSUE: 04/06/01
TITLE: Medical Equipment Preventive Maintenance Guidelines	AUTHORIZED: W. Dean Neitzke, Assistant Director, Medical Health Services	

I. Purpose:

Arizona Department of Juvenile Corrections (ADJC) Medical Health Services Division shall ensure that a preventive maintenance program is implemented to document the operational status of all equipment used in the medical diagnosis and the treatment of juvenile offenders.

II. Rules:

1. **THE CORRECTIONAL REGISTERED NURSE SUPERVISOR** shall ensure that each secure facility's Health Unit maintain an equipment inventory log of all assigned equipment and, be responsible for the following:
 - a. Maintaining a copy of the log in the facility's Health Care Services Program area;
 - b. Including a schedule in the log for preventive maintenance for each piece of equipment requiring periodic inspection:
 - i. The preventive maintenance inspection interval shall be consistent with:
 - (1) The manufacturer's specifications, when such exist;
 - (2) Health care industry standards, where such exist and;
 - (3) Government agencies' and/or ADJC procedural rules and guidelines, if applicable.
 2. When there are preventive maintenance intervals by more than one source, the most frequent interval is to be followed.
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